



Job Description

POSITION: Site Supervisor - Construction	STATUS: Full-Time
DEPARTMENT: Major Projects	REPORTS TO: Project Manager
HOURS WORKED WEEKLY: 40	COMPENSATION: \$39-\$43/Hour
CREATED: July 2014	REVISED: March 5 & 25, 2021

JOB SUMMARY

This position is responsible for complex projects, crew-size over 5, projects exceeding 2000 hours, multi-phased, escalated schedule, or any combination. As the reference point for both workers and supervisors, you will be a key person for completing a project. You are responsible for coordinating operations and oversee workers at construction sites. You must be well-organized, goal-oriented and perform work according to safety regulations.

DUTIES

- Coordinate tasks according to priorities and plans
- Produce schedules and monitor attendance of crew
- Allocate general and daily responsibilities
- Supervise and train team members
- Supervise sub-contractors
- Ensure workforce and resources are adequate
- Meet all safety precautions and quality standards
- Supervise the use of machinery and equipment
- Meet schedule demands
- Resolve problems when they arise
- Report on progress, delays and concerns to stakeholders
- Manage material requirements and place orders
- Represent Kraun with professionalism at all times
- Install electrical to specifications and ESA
- Perform other duties as required

EDUCATION

- 309-A Electrical License is required
- Basic First Aid/CPR (cardiopulmonary resuscitation) Certificate, WHMIS (Workplace Hazardous Materials Information System), Ministry of Labour on-line certificate on Occupational Health and Safety and Working at Heights certification, is all advantageous



Electric

EXPERIENCE and SKILLS

- Minimum 2-years experience as a construction supervisor on complex projects
- In-depth knowledge of construction procedures, equipment and safety guidelines
- Excellent understanding of electrical systems such as power distribution, fire alarm, generator installations, lighting controls and similar
- Ability to read and understand drawings, plans and blueprints
- Excellent organizational and leadership skills
- Ability to communicate and report effectively
- Able to quickly learn and use software programs
- Quickly problem-solve and apply critical thinking abilities
- Able to communicate effectively in English, both written and verbal

TOOLS PROVIDED

- Laptop or tablet and mobile telephone
- Professional training courses as deemed helpful or necessary
- Vehicle

WORKING ENVIRONMENT & PHYSICAL DEMANDS

The incumbent will work on job site(s); therefore, the individual must be able to work in all weather conditions, drive/walk/navigate and be in good physical condition, given the nature of the role.

Kraun services the Greater Horseshoe area; therefore, travel is required at times.

REQUIREMENTS

Due to the on-site job site requirement(s), the incumbent must hold a valid G driver's licence in Ontario and maintain a clean driving record.

SUPERVISORY REPORTS

Apprentice(s) and/or Electrician(s)